

FEDERAL AVIATION ADMINISTRATION TRAVEL POLICY

Chapter 302—Relocation Allowances

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SUBPART A—GENERAL RULES

- § 302-43.1** **What is the purpose of the allowance for transportation of a POA?** To reduce the Government's overall relocation costs by allowing transportation of a POA to your official station within CONUS when it is advantageous and cost effective to the Government, and to improve your overall effectiveness if you are relocated to a post of duty at which it is in the interest of the Government for you to have use of a POA for personal transportation.

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§ 302-43.2	What POA transportation may FAA authorize at Government expense?	FAA may authorize: (a) Transportation of a POA to a post of duty as provided in subpart B of this part; (b) Transportation of a POA from a post of duty as provided in subpart C of this part; and (c) Transportation of a POA wholly within CONUS as provided in subpart D of this part.
§ 302-43.3	Must FAA authorize transportation of my POA?	No. However, if FAA does authorize transportation of a POA to your post of duty and you complete your service agreement, FAA must pay for the cost of returning the POA, unless the POA is replaced under § 302-43.172. FAA determines the conditions under which it will pay for transportation and the procedures a relocated employee must follow.
§ 302-43.4	What type of POA may I be authorized to transport?	Only a passenger automobile, station wagon, small truck, or other similar vehicle that will be used primarily for personal transportation. You may not transport a trailer, airplane, or any vehicle intended for commercial use.
§ 302-43.5	For what transportation expenses will FAA pay?	When FAA authorizes transportation of your POA, it will pay for all necessary and customary expenses directly related to the transportation of the POA, including crating and packing expenses, shipping charges, and port charges for readying the POA for shipment at the port of embarkation and for use at the port of debarkation.
§ 302-43.6	May I receive an advance of funds for transportation of my POA?	Yes, not to exceed the estimated amount of the expenses that you will actually incur under this part for transportation of your POA (e.g., expenses incurred while driving your POA to the nearest port). FAA will not advance funds for transportation expenses which will be paid directly to the transportation provider by FAA (i.e., through the use of a GBL or other commercial bill of lading).
§ 302-43.7	May FAA determine that driving my POA is more advantageous and limit my reimbursement to what it would cost to drive my POA?	Yes. FAA decides whether it is more advantageous for you and/or a member of your immediate family to drive your POA for all or part of the distance or to have it transported. If FAA decides that driving the POA is more advantageous, your reimbursement will be limited to the allowances provided in part 302-20 of this chapter for the travel and transportation expenses you and/or your immediate family incur en route.

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SUBPART B—TRANSPORTATION OF A POA TO A POST OF DUTY

General

§ 302-43.100	Who is eligible for transportation of a POA to a post of duty?	<p>You are eligible if you are:</p> <ul style="list-style-type: none">(a) An employee authorized a permanent change of station (PCS) to a post of duty under part 302-3 of this chapter;(b) An employee authorized relocation benefits for a temporary change of station (TCS) under part 302-4 of this chapter, and your temporary official station is at a post of duty;(c) A new appointee or student trainee authorized relocation benefits for a transfer to your first official station under part 302-5 of this chapter, and your new official station is a post of duty.
§ 302-43.101	In what situations may FAA authorize transportation of a POA to my post of duty?	<p>FAA may authorize transportation when:</p> <ul style="list-style-type: none">(a) At the time of your assignment, conditions warrant such authorization under § 302-43.140;(b) Subsequent to the time of your assignment, conditions, which did not warrant authorization at the time of your assignment, change to warrant such authorization under § 302-43.170; or(c) Subsequent to the time of your assignment, conditions warrant authorization under § 302-43.172 of a replacement POA.
§ 302-43.102	How many POA's may I transport to a post of duty?	<p>One. This does not, however, limit the transportation of a replacement POA when authorized under § 302-43.172.</p>
§ 302-43.103	Do I have to transport my POA to my actual post of duty?	<p>Yes. You may not transport the POA to an alternate location.</p>

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§ 302-43.104	What may I do if there is no port or terminal at the point of origin and/or destination?	FAA will pay the entire cost of transporting the POA from your point of origin to your destination. If you prefer, however, you may choose to drive your POA from your point of origin at time of assignment to the nearest embarkation port or terminal, and/or from the debarkation port or terminal nearest your destination to your post of duty at any time. If you choose to drive, you will be reimbursed your one-way mileage cost, at the rate specified in part 301-10 of this subtitle, for driving the POA from your authorized origin to deliver it to the port of embarkation, or from the port of debarkation to the authorized destination. For the segment of travel from the port of embarkation back to your authorized origin after delivering the POA to the port, or from your authorized destination to the port of debarkation to pickup the POA, you will be reimbursed your one-way transportation cost. The total cost of round-trip travel, to deliver the POA to the port at the origin or to pick up the POA at the port at your destination, may not exceed the cost of transporting the POA to or from the port involved. You may not be reimbursed a per diem allowance for round-trip travel to and from the port involved.
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POA Transportation at Time of Assignment

§ 302-43.140	Under what specific conditions may FAA authorize transportation of a POA to my post of duty upon my assignment to that post of duty?	FAA may authorize transportation when: (a) It has determined that it is in the interest of the Government for you to have use of your POA at the post of duty; and (b) You have signed a service agreement.
§ 302-43.141	What is the “authorized point of origin” when I transport a POA to my post of duty?	Your “authorized point of origin” is as follows:

If you are a...	Your “authorized point of origin” is...
An employee performing a PCS as provided in part 302-3 or a TCS as provided in part 302-4,	Your old official station or your old residence.
A new appointee or student trainee assigned to your first official station as provided in part 302-5,	Your place of actual residence.

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| § 302-43.142 | What will I be reimbursed if I transport a POA from a point of origin that is different from the authorized point of origin? | You will be reimbursed the transportation costs you incur, not to exceed the cost of transporting your POA from your authorized point of origin to your post of duty. |
| § 302-43.143 | When I am authorized to transport a POA, may I have the manufacturer or the manufacturer's agent transport a new POA from the factory or other shipping point directly to my post of duty? | Yes, provided: <ul style="list-style-type: none">(a) You purchased the POA new from the manufacturer or manufacturer's agent;(b) The POA is transported FOB-shipping point, consigned to you and/or a member of your immediate family, or your agent; and(c) Ownership of the POA is not vested in the manufacturer or the manufacturer's agent during transportation. In this circumstance, you will be reimbursed for the POA transportation costs, not to exceed the cost of transporting the POA from your authorized point of origin to your post of duty. |

POA Transportation Subsequent to the Time of Assignment

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| § 302-43.170 | Under what specific conditions may FAA authorize transportation of a POA to my post of duty subsequent to the time of my assignment to that post of duty? | FAA may authorize transportation when: <ul style="list-style-type: none">(a) You do not have a POA at your post of duty;(b) You have not previously been authorized to transport a POA to that post of duty;(c) You have not previously transported a POA outside CONUS during your assignment to that post of duty;(d) FAA has determined that it is in the interest of the Government for you to have use of your POA at the post of duty; and(e) You signed a service agreement at the time you were transferred in the interest of the Government, or assigned if you were a new appointee or student trainee, to your post of duty. |
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| § 302-43.171 | If circumstances warrant an authorization to transport a POA to my post of duty after my assignment to the post of duty, must I sign a new service agreement? | No, provided you signed a service agreement at the time of your assignment to the post of duty. Violation of that service agreement, however, will result in your personal liability for the cost of transporting the POA. |
| § 302-43.172 | Under what conditions may FAA authorize transportation of a replacement POA to my post of duty? | <p>FAA may authorize a replacement POA when:</p> <ul style="list-style-type: none">(a) You require an emergency replacement POA and you meet the following conditions:<ul style="list-style-type: none">(1) You had a POA which was transported to your post of duty at Government expense;(2) You are not stationed at a post of duty within the United States which has 3 or more automobile dealers selling U.S. manufactured automobiles;(3) You require a replacement POA for reasons beyond your control and acceptable to your agency, such as when the POA is stolen, or seriously damaged or destroyed, or has deteriorated due to conditions at the post of duty; and(4) FAA determines in advance of authorization that a replacement POA is necessary and in the interest of the Government; or(b) You require a non-emergency replacement POA and you meet the following conditions:<ul style="list-style-type: none">(1) You have a POA which was transported to a post of duty at Government expense;(2) You are not stationed at a post of duty within the United States which has 3 or more automobile dealers selling U.S. manufactured automobiles;(3) You have been stationed continuously during a 4-year period at one or more posts of duty; and(4) FAA determines in advance of authorization that a replacement POA is necessary and in the interest of the Government. |

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§ 302-43.173	How many replacement POA's may FAA authorize me to transport to my post of duty at Government expense?	FAA may authorize one emergency replacement POA within any 4-year period of continuous service. It may authorize one non-emergency replacement POA after every four years of continuous service beginning on the date you first have use of the POA being replaced.
§ 302-43.174	What is the “authorized point of origin” when I transport a POA, including a replacement POA, to my post of duty subsequent to the time of my assignment to that post of duty?	FAA determines the authorized point of origin within the United States.
§ 302-43.175	When I am authorized to transport a POA, including a replacement POA, to my post of duty subsequent to the time of my assignment to that post of duty, may I have the manufacturer or the manufacturer's agent transport a new POA from the factory or other shipping point directly to my post of duty?	Yes, under the same conditions specified in § 302-43.143 of this subpart.

SUBPART C—TRANSPORTATION OF A POA FROM A POST OF DUTY

§ 302-43.200	When am I eligible for transportation of a POA from my post of duty?	<p>You are eligible for return transportation when:</p> <ul style="list-style-type: none">(a) You were relocated to a post of duty in the interest of the Government; and(b) You have a POA at the post of duty.
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§ 302-43.201	In what situations will FAA pay to transport a POA from my post of duty?	<p>FAA will pay when:</p> <ul style="list-style-type: none">(a) You are relocated back to the official station (including post of duty) from which you relocated to your current post of duty;(b) You are transferred to a new official station within CONUS;(c) You are transferred to a new post of duty, where FAA determines that use of a POA at that location is not in the interest of the Government;(d) You separate from Government service after completion of an agreed period of service at the post of duty where your agency determined the use of a POA to be in the interest of the Government;(e) You separate from Government service prior to completion of an agreed period of service at the post of duty where your agency determined the use of a POA to be in the interest of the Government, and the separation is for reasons beyond your control and acceptable to your agency; or(f) Conditions change at your post of duty such that use of the POA no longer is in the interest of the Government.
§ 302-43.202	When do I become entitled to transportation of my POA from my post of duty to an authorized destination?	<p>You become entitled when:</p> <ul style="list-style-type: none">(a) FAA determines the use of a POA at your post of duty was in the interest of the Government;(b) You have a POA at your post of duty; and(c) You have completed your service agreement.
§ 302-43.203	Is there any circumstance under which I may be authorized to transport my POA from a post of duty before completing my service agreement?	<p>Yes. If conditions change at your post of duty such that use of your POA no longer is in the interest of the Government, or if you separate from Government service prior to completion of your service agreement for reasons beyond your control and acceptable to your agency, your agency may authorize return transportation to your authorized destination. When the return transportation is based on changed conditions, you still are required to complete your service agreement. If you do not, you will be required to repay the transportation costs.</p>

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§ 302-43.204	How many POA's may I transport from my post of duty?	Only one.
§ 302-43.205	If I am authorized a replacement POA under § 302-43.172, may I transport the POA that is being replaced from my post of duty?	No. FAA will not pay to transport a POA which is replaced. You will be responsible for the POA (i.e., you must dispose of the POA locally or transport the POA at personal expense).
§ 302-43.206	What is the "authorized point of origin" when I transport my POA from my post of duty?	The last post of duty to which you were authorized to transport your POA at Government expense.
§ 302-43.207	What is the "authorized destination" of a POA transported under this subpart?	The "authorized destination" is as follows:

If...	The authorized destination of the POA you transport at Government expense is...
You are transferred to an official station within CONUS,	Your official station or new residence.
You are transferred to another post of duty and use of a POA at the new post is not in the interest of the Government,	Your designated place of residence.
You separate from Government service and are eligible for transportation of your POA from your post of duty, or	Your designated place of residence.
Conditions change at your post of duty such that use of your POA no longer is in the interest of the Government at that post of duty,	Your designated place of residence.

§ 302-43.208	What should I do if there is no port or terminal at my authorized point of origin or authorized destination when I transport a POA from my post of duty?	FAA will pay the entire cost of transporting the POA from your authorized origin to your authorized destination. If you prefer, however, you may choose to drive your POA to the port of embarkation and/or from the port of debarkation. If you choose to drive, you will be reimbursed in the same manner as an employee covered under § 302-43.104.
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§ 302-43.209	What will I be reimbursed if I transport my POA from a point of origin or to a destination that is different from my authorized origin or destination?	You will be reimbursed the transportation costs you actually incur, not to exceed what it would have cost to transport your POA from your authorized origin to the authorized destination.
§ 302-43.210	If I retain my POA at my post of duty after conditions change to make use of the POA no longer in the interest of the Government, may I transport it at Government expense from the post of duty at a later date?	Yes, FAA will pay the transportation costs not to exceed the cost of transporting it to the authorized destination, provided you otherwise meet all conditions for transportation of a POA.
§ 302-43.211	Under what conditions may FAA authorize me to transport from my post of duty a replacement POA purchased at that post of duty?	FAA may authorize transportation only if: (a) At the time you purchased the replacement POA, you met the conditions in § 302-43.172 of this part; and (b) Prior to purchase of the replacement POA, your agency authorized you to purchase a replacement POA at the post of duty.

SUBPART D—TRANSPORTATION OF A POA WHOLLY WITHIN THE CONTINENTAL UNITED STATES

§ 302-43.300	When am I eligible for transportation of my POA wholly within CONUS at Government expense?	You are eligible if you are: (a) An employee authorized relocation benefits for a PCS to an official station within CONUS under part 302-3 of this chapter; (b) An employee authorized relocation benefits for a TCS under part 302-4 of this chapter and your old official station and your temporary official station are within CONUS; (c) A new appointee or student trainee authorized relocation benefits for a transfer to your first official station under part 302-5 of this chapter and your place of actual residence and your new official station are within CONUS.
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§ 302-43.301	Under what conditions may FAA authorize transportation of my POA wholly within CONUS?	<p>FAA will authorize transportation only when:</p> <ul style="list-style-type: none">(a) It has determined that use of your POA to transport you and/or your immediate family from your old official station (or place of actual residence, if you are a new appointee or student trainee) to your new official station (or temporary official station, if you are performing a TCS) would be advantageous to the Government;(b) Both your old official station (or place of actual residence, if you are a new appointee or student trainee) and your new official station (or temporary official station, if you are performing a TCS) are located within CONUS;(c) Your old and new duty stations are 1,500 miles or more apart (as measured by map distance) via a usually traveled surface route; and(d) FAA further determines that it would be more advantageous and cost effective to the Government to transport your POA to the new official station (or temporary official station, if you are performing a TCS) at Government expense and to pay for transportation of you and/or your immediate family by commercial means than to have you or an immediate family member drive the POA to the new official station.
§ 302-43.302	How many POAs may I transport wholly within CONUS?	You may transport only one POA under this subpart.
§ 302-43.303	If I am authorized to transport my POA wholly within CONUS, where must the transportation originate?	The POA transportation must originate as follows:

If you are a...	Your “authorized point of origin” is...
An employee performing a PCS as provided in part 302-3 or a TCS as provided in part 302-4,	Your old official station or old residence.
A new appointee or student trainee assigned to your first official station as provided in part 302-5,	Your place of actual residence.

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§ 302-43.304	If I am authorized to transport my POA wholly within CONUS, what must the destination be?	Your new official station or new residence (or temporary official station or your residence at your temporary official station, if you are performing a TCS).
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